

Sent to CBO  
 Forwarded to Tech  
 Forwarded to Emerg. Mgnt

*[Handwritten signature]*

MASON COUNTY CENTRAL

MASON COUNTY

SCHOOL EMERGENCY DRILLS DOCUMENTATION FORM

<b>Reporting School:</b>	<i>Victory Early Childhood Center</i>
<b>School Year:</b>	<i>2016/2017</i>
<b>Drill # for the School Year:</b> (example: #3/5 Fire; #1/2 Tornado; #1/3 Lockdown)	<i>#5 Lock down /</i>

*Evacuation Drill*

Type of Drill:

<input type="checkbox"/>	Fire Drill (5 required; 3 drills by December 1 <sup>st</sup> , 2 in the remaining school year.)
<input type="checkbox"/>	Tornado Safety Drills (2 required in the school year, with 1 required in March)
<input checked="" type="checkbox"/>	Lock Down/Shelter-in-Place (3 required, with 1 due by December 1 and 1 due after January 1)

**Time of Drill:** \* At least one drill is required to not be during class time.

<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Recess or lunch time*
<input type="checkbox"/>	Other time <i>when a significant number of the students are gathered but not in the classroom.</i>

<b>Date &amp; Time of Drill:</b>	<i>11/28/2016 - Replace 12/1/2016</i>
<b>Time required to evacuate/shelter/secure personnel:</b>	<i>12:30 - 12:45 (1 classroom)</i>
<b>Total Number of participants:</b>	<i>52+</i>

Drill Remarks or Observations:

*Detriect of law enforcement, fire department and emergency management - recommendations sent to teachers*

Name of School Principal (or designee):

*Angela Taylor*

Signature of School Principal:

*If drill is conducted by someone other than school principal*

Name & Title of Person Conducting Drill:

*Angela Taylor - Admin*

Drill Coordinated With

Name & Title

<input checked="" type="checkbox"/>	Emergency Management Coordinator:	<i>[Signature]</i>
<input checked="" type="checkbox"/>	Law Enforcement Agency:	<i>[Signature] Sergeant (MCSO)</i>
<input type="checkbox"/>	Fire Department	

Sent to CBO

Forwarded to Tech

Forwarded to Emerg. Mgnt

*J*

MASON COUNTY CENTRAL

MASON COUNTY

SCHOOL EMERGENCY DRILLS DOCUMENTATION FORM

<b>Reporting School:</b>	<i>Victory Early Childhood Center</i>
<b>School Year:</b>	<i>2016/2017</i>
<b>Drill # for the School Year:</b> (example: #3/5 Fire; #1/2 Tornado; #1/3 Lockdown)	<i>#4 Lock down /</i>

Type of Drill:

*Evacuation Drill*

<input type="checkbox"/>	Fire Drill (5 required; 3 drills by December 1 <sup>st</sup> , 2 in the remaining school year.)
<input type="checkbox"/>	Tornado Safety Drills (2 required in the school year, with 1 required in March)
<input checked="" type="checkbox"/>	Lock Down/Shelter-in-Place (3 required, with 1 due by December 1 and 1 due after January 1))

Time of Drill: \* At least one drill is required to not be during class time.

<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Recess or lunch time*
<input type="checkbox"/>	Other time when a significant number of the students are gathered but not in the classroom.

<b>Date &amp; Time of Drill:</b>	<i>11/28/2016 - Replace 12/1/2016</i>
<b>Time required to evacuate/shelter/secure personnel:</b>	<i>9:00 - 10:00 (4 classrooms)</i>
<b>Total Number of participants:</b>	<i>52+</i>

Drill Remarks or Observations:

*Detachment of law enforcement, fire department and emergency management - recommendations sent*

Name of School Principal (of designee): *6 teachers Angela Taylor*

Signature of School Principal:

*If drill is conducted by someone other than school principal*

Name & Title of Person Conducting Drill: *Angela Taylor - Admin*

Drill Coordinated With

Name & Title

<input checked="" type="checkbox"/>	Emergency Management Coordinator:	<i>[Signature]</i>
<input checked="" type="checkbox"/>	Law Enforcement Agency:	<i>[Signature] Sgt. McSO</i>
<input checked="" type="checkbox"/>	Fire Department	<i>Thomas Johnson</i>

Sent to CBO  
 Forwarded to Tech  
 Forwarded to Emerg. Mgnt

*J*  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

MASON COUNTY CENTRAL

MASON COUNTY  
 SCHOOL EMERGENCY DRILLS DOCUMENTATION FORM

<b>Reporting School:</b>	MCC Upper Elementary
<b>School Year:</b>	16/17
<b>Drill # for the School Year:</b> (example: #3/5 Fire; #1/2 Tornado; #1/3 Lockdown)	# 1 of 2

**Type of Drill:**

<input type="checkbox"/>	Fire Drill (5 required; 3 drills by December 1 <sup>st</sup> , 2 in the remaining school year.)
<input checked="" type="checkbox"/>	Tornado Safety Drills (2 required in the school year, with 1 required in March)
<input type="checkbox"/>	Lock Down/Shelter-in-Place (3 required, with 1 due by December 1 and 1 due after January 1))

*unstructured time*

**Time of Drill:** \* At least one drill is required to *not be during class time.*

<input type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Recess or lunch time*
<input checked="" type="checkbox"/>	Other time <i>when a significant number of the students are gathered but not in the classroom.</i>

*before school*

<b>Date &amp; Time of Drill:</b>	12/6/16 8:21 a.m.
<b>Time required to evacuate/shelter/secure personnel:</b>	32 seconds
<b>Total Number of participants:</b>	342 - parents in building
<b>Drill Remarks or Observations:</b>	Very quick response during unstructured time. Very strong parent help - Very quiet in hallway.
<b>Name of School Principal (or designee):</b>	Kevin Kincaid
<b>Signature of School Principal:</b>	<i>[Signature]</i>
<i>If drill is conducted by someone other than school principal</i>	
<b>Name &amp; Title of Person Conducting Drill:</b>	

**Drill Coordinated With**

**Name & Title**

<input type="checkbox"/>	Emergency Management Coordinator:	
<input type="checkbox"/>	Law Enforcement Agency:	
<input type="checkbox"/>	Fire Department	

Sent to CBO	<input checked="" type="checkbox"/>
Forwarded to Tech	<input checked="" type="checkbox"/>
Forwarded to Emrg. Mgnt	<input checked="" type="checkbox"/>

MASON COUNTY  
SCHOOL EMERGENCY DRILLS DOCUMENTATION FORM

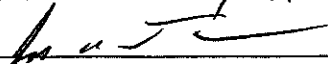
<b>Reporting School:</b>	Mason County Central Middle School
<b>School Year:</b>	'2016-17
<b>Drill # for the School Year:</b> (example: #3/5 Fire; 1/2 Tornado; 1/3 Lockdown)	Tornado 1/2

**Type of Drill:**

<input type="checkbox"/>	Fire Drill (5 required; 3 drills by December 1 <sup>st</sup> , 2 in the remaining school year.)
<input checked="" type="checkbox"/>	Tornado Safety Drills (2 required in the school year, with 1 required in March)
<input type="checkbox"/>	Lock Down/Shelter-in-Place (3 required, with 1 due by December 1 and 1 due after January 1)

**Time of Drill:** \* At least one drill is required to not be during class time.

<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Recess or lunch time*
<input type="checkbox"/>	Other time when a significant number of the students are gathered but not in the classroom.

<b>Date &amp; Time of Drill:</b>	8:35 AM 12/9/16
<b>Time required to evacuate/shelter/secure personnel:</b>	:30
<b>Total Number of participants:</b>	307
<b>Drill Remarks or Observations:</b>	
All went well. Must examine library student/staff location - currently AM. 11/4	
<b>Name of School Principal (or designee):</b>	Jeffrey A. Tuben
<b>Signature of School Principal:</b>	
<i>If drill is conducted by someone other than school principal</i>	
<b>Name &amp; Title of Person Conducting Drill:</b>	

Drill Coordinated With	Name & Title
<input type="checkbox"/> Emergency Management Coordinator:	
<input type="checkbox"/> Law Enforcement Agency:	
<input type="checkbox"/> Fire Department	

Sent to CBO

Forwarded to Tech

Forwarded to Emerg. Mgnt

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MASON COUNTY CENTRAL

MASON COUNTY

SCHOOL EMERGENCY DRILLS DOCUMENTATION FORM

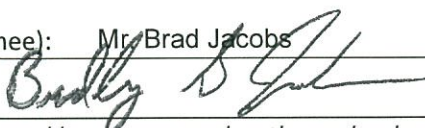
<b>Reporting School:</b>	Mason County Central High School
<b>School Year:</b>	2016 - 2017
<b>Drill # for the School Year:</b> (example: #3/5 Fire; #1/2 Tornado; #1/3 Lockdown)	Tornado #1/2

**Type of Drill:**

<input type="checkbox"/>	Fire Drill (5 required; 3 drills by December 1 <sup>st</sup> , 2 in the remaining school year.)
<input checked="" type="checkbox"/>	Tornado Safety Drills (2 required in the school year, with 1 required in March)
<input type="checkbox"/>	Lock Down/Shelter-in-Place (3 required, with 1 due by December 1 and 1 due after January 1))

**Time of Drill:** \* At least one drill is required to *not be during class time.*

<input checked="" type="checkbox"/>	During class time
<input type="checkbox"/>	In between classes/during class changes*
<input type="checkbox"/>	Recess or lunch time*
<input type="checkbox"/>	<i>Other time when a significant number of the students are gathered but not in the classroom.</i>

<b>Date &amp; Time of Drill:</b>	December 7, 2016
<b>Time required to evacuate/shelter/secure personnel:</b>	2:00pm
<b>Total Number of participants:</b>	324
<b>Drill Remarks or Observations:</b>	
<b>Name of School Principal</b> (or designee): Mr. Brad Jacobs	
<b>Signature of School Principal:</b> 	
<i>If drill is conducted by someone other than school principal</i>	
<b>Name &amp; Title of Person Conducting Drill:</b> B. Jacobs, Principal	

**Drill Coordinated With**

**Name & Title**

<input type="checkbox"/>	Emergency Management Coordinator:	
<input type="checkbox"/>	Law Enforcement Agency:	
<input type="checkbox"/>	Fire Department	

Submit Completed Forms to the Mason County Emergency Management Office  
Fax 231-845-0911 or emergency.management@masoncounty.net